

**RENTAL REGISTRATION INSPECTION FORM**  
**BUILDING INSPECTION DIVISION**

DATE: \_\_\_\_\_

INSPECTOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CASE #: \_\_\_\_\_

**Section 301 – General**

☐ Ready to Occupy      ☐ OK to Occupy/Needs Re-Inspection      ☐ Not Ready to Occupy

Any item marked as "failed" shall be corrected and re-inspected within 10 days of the above date unless otherwise noted.

Comments: \_\_\_\_\_

**Pass   Fail**

**Section 302 – Exterior Premises**

<input type="checkbox"/>	<input type="checkbox"/>	Sidewalks and Driveways
<input type="checkbox"/>	<input type="checkbox"/>	High Weed and grass
<input type="checkbox"/>	<input type="checkbox"/>	Rodent Harborage
<input type="checkbox"/>	<input type="checkbox"/>	Accessory Structures
<input type="checkbox"/>	<input type="checkbox"/>	Accumulation of Garbage

**Section 303 – Pools, Spas & Hot Tubs**

<input type="checkbox"/>	<input type="checkbox"/>	Swimming Pool
<input type="checkbox"/>	<input type="checkbox"/>	Enclosures

**Section 304 – Exterior Structure**

<input type="checkbox"/>	<input type="checkbox"/>	General Conditions
<input type="checkbox"/>	<input type="checkbox"/>	Protective Treatment
<input type="checkbox"/>	<input type="checkbox"/>	Missing / non-contrasting address numbers
<input type="checkbox"/>	<input type="checkbox"/>	Structural Members
<input type="checkbox"/>	<input type="checkbox"/>	Exterior Walls
<input type="checkbox"/>	<input type="checkbox"/>	Roofs and Drainage
<input type="checkbox"/>	<input type="checkbox"/>	Stairs, Decks, Porches & Balconies
<input type="checkbox"/>	<input type="checkbox"/>	Insect Screens/ required on all
<input type="checkbox"/>	<input type="checkbox"/>	Operable windows
<input type="checkbox"/>	<input type="checkbox"/>	Doors/ weather stripping insufficient
<input type="checkbox"/>	<input type="checkbox"/>	Building Security

**Section 305 – Interior Structure**

<input type="checkbox"/>	<input type="checkbox"/>	Interior Surfaces
<input type="checkbox"/>	<input type="checkbox"/>	Stairs and Walking Surfaces
<input type="checkbox"/>	<input type="checkbox"/>	Handrails and Guards
<input type="checkbox"/>	<input type="checkbox"/>	Interior Doors

**Section 308 – Extermination**

<input type="checkbox"/>	<input type="checkbox"/>	Infestation
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**Section 403 – Ventilation**

<input type="checkbox"/>	<input type="checkbox"/>	Bathrooms / Toilet rooms
<input type="checkbox"/>	<input type="checkbox"/>	Habitable Spaces
<input type="checkbox"/>	<input type="checkbox"/>	Cooking Facilities

**Pass   Fail**

**Section 504 – Plumbing Systems & Fixtures**

<input type="checkbox"/>	<input type="checkbox"/>	General
<input type="checkbox"/>	<input type="checkbox"/>	Insufficient caulk at tub or toilets
<input type="checkbox"/>	<input type="checkbox"/>	Plumbing System Hazard
<input type="checkbox"/>	<input type="checkbox"/>	Exterior hose bibs require Vacuum breakers

**Section 505 – Water System**

<input type="checkbox"/>	<input type="checkbox"/>	General
<input type="checkbox"/>	<input type="checkbox"/>	Water Heating Facilities
		T&P Drain improperly ran

**Section 603 – Mechanical Equipment**

<input type="checkbox"/>	<input type="checkbox"/>	Mechanical Appliances
<input type="checkbox"/>	<input type="checkbox"/>	Safety Controls

**Section 604 – Electrical Facilities**

<input type="checkbox"/>	<input type="checkbox"/>	Need blanks in panel
<input type="checkbox"/>	<input type="checkbox"/>	Electrical System Hazards

**Section 605 – Electrical Equipment**

<input type="checkbox"/>	<input type="checkbox"/>	Receptacles / Broken or damaged
<input type="checkbox"/>	<input type="checkbox"/>	Missing covers on exterior fixtures

**Section 702 – Means of Egress**

<input type="checkbox"/>	<input type="checkbox"/>	Locked Doors / Thumb latch Required on door lock
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**Section 704-Fire Protection Systems**

<input type="checkbox"/>	<input type="checkbox"/>	Smoke Alarms / hard wired
		Interconnected smoke detectors required in all bedrooms and area servicing bedrooms ( hallway )